

**MINUTES OF THE REGULAR MEETING
BOARD OF TRUSTEES
TOWN AND COUNTRY PUBLIC LIBRARY DISTRICT
MAY 13, 2024**

PRESENT: President David Burroughs, Vice-President Mary Cherry, Treasurer Ann Jumonville, Secretary Kelly Gagne, and Trustees Brandi Krall, Christine Porter, and Matt Timko; Library Director Megan Shumaker.

ABSENT: None

ALSO PRESENT: Staff Members Tim Fitzpatrick, Jamie Gehin, Suzann Gemini, Bronwen Heneghan, and Kathy Semrick; Friends of the Library President Joan Hansen

I. CALL TO ORDER

President Burroughs called the Regular Meeting of the Board of Trustees of the Town and Country Public Library District to order at 7:33 p.m.

II. ROLL CALL

President Burroughs requested the roll be called. All were present.

III. ADDITIONS TO THE AGENDA

None

IV. ADOPTION OF THE AGENDA

Trustee Porter **moved to adopt the agenda as written.** Trustee Krall seconded the motion.

AYES:	ALL	NAYS:	NONE
ABSENT:	NONE	ABSTAIN:	NONE

MOTION CARRIED

V. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)

Minutes from the Regular Session of the Regular meeting on April 8, 2024, were discussed. Trustee Krall **moved to approve the minutes from the Regular Session of the Regular meeting on March 11, 2024, as amended.** Vice-President Cherry seconded the motion.

AYES:	ALL	NAYS:	NONE
ABSENT:	NONE	ABSTAIN:	TIMKO

ROLL CALL VOTE:

AYES: **Burroughs** **Cherry**
 Gagne **Jumonville**
 Krall **Porter**
 Timko

NAYS: **NONE**

ABSENT: **NONE** **ABSTAIN: NONE**

MOTION CARRIED

X. LIBRARY DIRECTOR REPORT

- Director Shumaker and Library Staff completed assigned tasks to support the Decennial Committee on Local Government Efficiency
- Drafted the working budget for the 2024-2025 FY
- Completed annual evaluations for the Department Heads. Evaluation meetings to take place in May.
- Worked on disaster preparedness and created an Emergency Response flipchart for frontline staff.
- Updated FOIA guide for public display.
- Continued preparing for Summer Reading program, including visits to John Stewart Elementary School for promotion and local businesses for support.
- Summer program guide created and mailed, but issues with mail delivery arose. Registration opens May 13, 2024.
- Programming Highlights: Unsinkable Spirit: Women of the Titanic, KCGS Program: Coming to America, Film Club, Yoga, Sensory Playtime, Baby and Toddler Storytime, Nature Detectives with the Forest Preserve of Kane County.

XI. LIBRARY STAFF REPORTS

See Director's Report

XII. COMMITTEE REPORTS

- A. Personnel – None
- B. Policy – Policy Committee needs to review and potentially revise the Vacation Policy (increments eligible), the Telecommuting Policy (timeline for eligibility)
- C. Finance – Met to draft budget for 24-25 FY
- D. Building and Grounds – None

XIII. EXECUTIVE SESSION TO DISCUSS PERSONNEL AND LITIGATION

None.

